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Chapter 1

Installation Guide for SKQS Server Activation Program

1.1 System Requirements

Please check the minimum requirements before you start installing SKQS Server Activation Program.

Hardware

1. Intel ® XEON 3.0G CPU x 2
2. 2GB RAM
3. USB 2.0 Port
4. 100/1000 Base-T Ethernet Controller
5. 150GB Hard Disk space
6. CD-ROM Drive

Software

1. Microsoft Windows®Server 2003 (Traditional Chinese, Simplified Chinese, English, Japanese or Korean Version)
2. VMware Player

1.2 Installation

① Login Windows as “Administrator”.

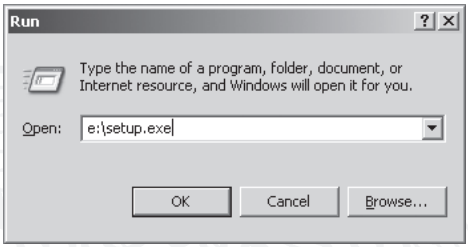
② Insert the SKQS Server Activation Program Installation Disk into the CD-ROM drive.

③ Either one of the following installation methods applies:

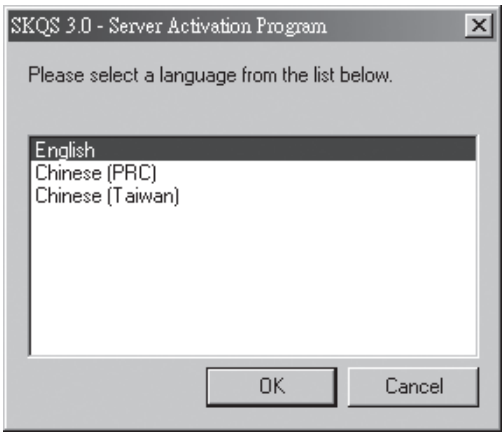
a. The autorun sequence will start the installation automatically; or

b. Double-click the “My Computer” icon, then double-click the CD-ROM drive icon in “My Computer” window, and finally double-click the “Setup.exe” icon to start the installation; or

c. Select“Start”“Run”→ Input the installation path and the program name, e.g. “e: \setup.exe” (assuming “e:” is the CD-ROM drive of your computer). Click “OK” to start the installation.



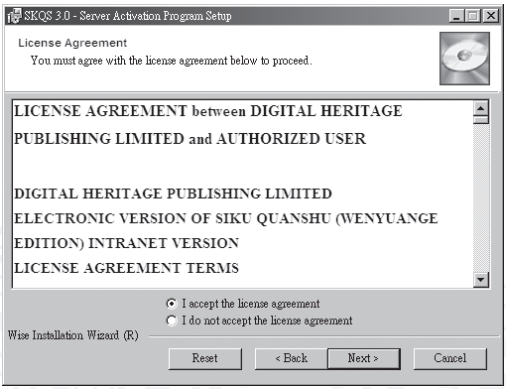
④ Choose the language for the installation process and click “OK” to continue.



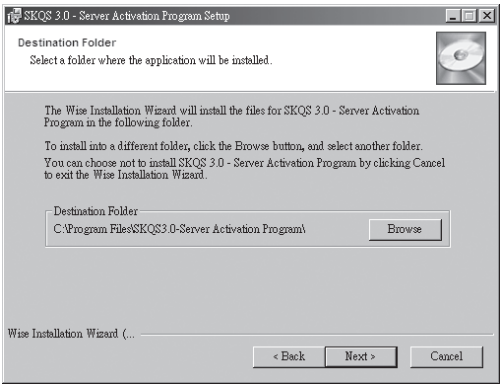
⑤ The “Welcome Installation Wizard” window appears. It is strongly recommended that you close all other running programs before continue. Click “Next” to continue.

SKQS Server Activation Program Setup
Welcome to the SKQS Server Activation Program Installation Wizard
It is strongly recommended that you exit all Windows programs before running this setup program.
Click Cancel to quit the setup program, then close any programs you have running. Click Next to continue the installation.
WARNING: This program is protected by copyright law and international treaties.
Unauthorized reproduction or distribution of this program, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent possible under law.
< Back
Next >
Cancel

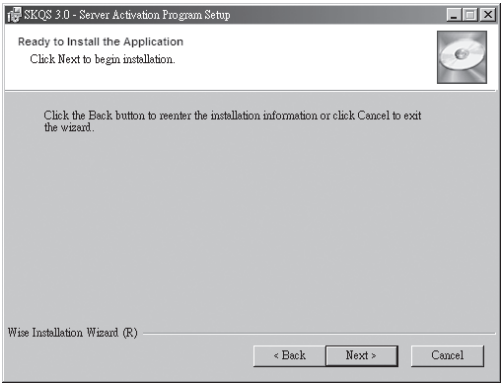
⑥ The “License Agreement” window appears. Please read the license agreement carefully. Select “I accept the license agreement” if you accept the license agreement, then click “Next” to continue.


SKQS 3.0 - Server Activation Program Setup
License Agreement
You must agree with the license agreement below to proceed.
LICENSE AGREEMENT between DIGITAL HERITAGE PUBLISHING LIMITED and AUTHORIZED USER
DIGITAL HERITAGE PUBLISHING LIMITED
ELECTRONIC VERSION OF SIKU QUANSHU (WENYUANGE EDITION) INTRANET VERSION
LICENSE AGREEMENT TERMS
I accept the license agreement
I do not accept the license agreement
Wise Installation Wizard (R)
Reset
< Back
Next >
Cancel

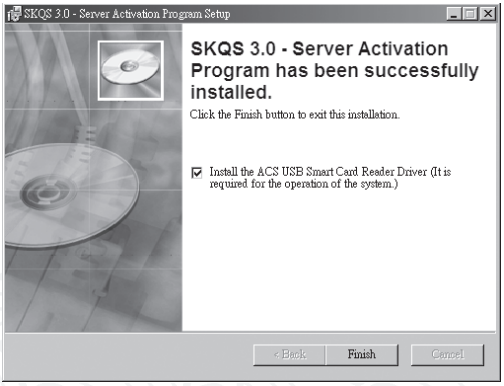
⑦ You may choose to install SKQS Server Activation Program in the default location, or click “Browse” to change, then click “Next” to continue.


SKQS 3.0 - Server Activation Program Setup
Destination Folder
Select a folder where the application will be installed.
The Wise Installation Wizard will install the files for SKQS 3.0 - Server Activation Program in the following folder.
To install into a different folder, click the Browse button, and select another folder.
You can choose not to install SKQS 3.0 - Server Activation Program by clicking Cancel to exit the Wise Installation Wizard.
Destination Folder
C:\Program Files\SKQS3.0-Server Activation Program\
Browse
Wise Installation Wizard (...
< Back
Next >
Cancel

⑧ SKQS Server Activation Program is now ready for installation, click “Next” to continue.


SKQS 3.0 - Server Activation Program Setup
Ready to Install the Application
Click Next to begin installation.
Click the Back button to reenter the installation information or click Cancel to exit the wizard.
Wise Installation Wizard (R)
< Back
Next >
Cancel

⑨ When the successfully installed message appears, click “Finish” to exit the installation. If there is no ACS USB Smart Card Reader Driver installed in your computer, please check the “Install the ACS USB Smart Card Reader Driver” option before you exit.


SKQS 3.0 - Server Activation Program Setup
SKQS 3.0 - Server Activation Program has been successfully installed.
Click the Finish button to exit this installation.
Install the ACS USB Smart Card Reader Driver (It is required for the operation of the system.)
< Back
Finish
Cancel

⑩ If the “Install the ACS USB Smart Card Reader Driver” option is checked, the installation of the ACS USB Smart Card Reader Driver will follow. Click “INSTALL” to start.

⑪ The “Confirm” window will appear. Click “Yes” to continue.

⑫ The “Warning” window will appear. Please make sure the USB reader is not connected. Click “OK” to continue.

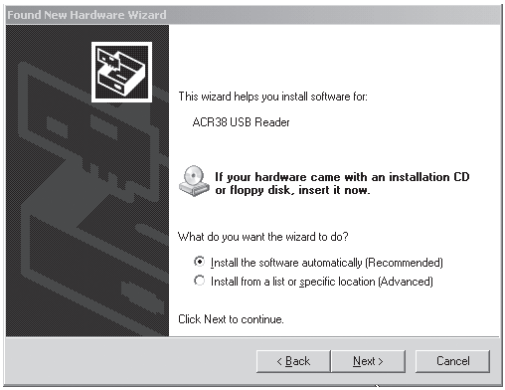
⑬ Follow the instructions in the “Information” window. Connect the USB reader to the system and click “OK” after the “Found New Hardware Wizard” window disappears. (See Points ⑮ -⑱)

⑭ When the installation is completed, click “FINISH” to exit.

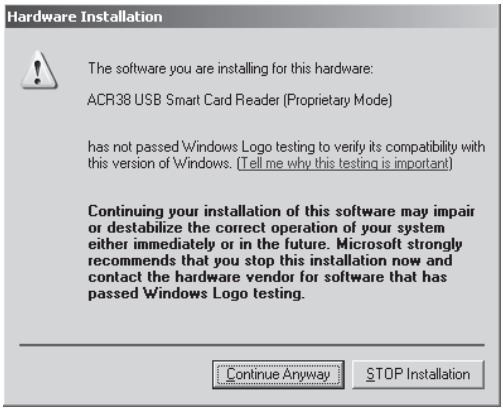
⑮ In the “Found New Hardware Wizard” window, select “No, not this time” and click “Next” to continue.

Found New Hardware Wizard
Welcome to the Found New Hardware Wizard
Windows will search for current and updated software by looking on your computer, on the hardware installation CD, or on the Windows Update Web site (with your permission).
Online privacy information
Can Windows connect to Windows Update to search for software?
Yes, this time only
Yes, now and every time I connect a device
No, not this time
Click Next to continue.
< Back
Next >
Cancel

⑯ Select option “Install the software automatically (Recommended)” and click “Next” to continue.


Found New Hardware Wizard
This wizard helps you install software for:
ACR38 USB Reader
If your hardware came with an installation CD or floppy disk, insert it now.
What do you want the wizard to do?
Install the software automatically (Recommended)
Install from a list or specific location (Advanced)
Click Next to continue.
< Back
Next >
Cancel

⑰ The “Hardware Installation” window appears. Click “Continue Anyway” to continue.


Hardware Installation
The software you are installing for this hardware:
ACR38 USB Smart Card Reader (Proprietary Mode)
has not passed Windows Logo testing to verify its compatibility with this version of Windows. (Tell me why this testing is important)
Continuing your installation of this software may impair or destabilize the correct operation of your system either immediately or in the future. Microsoft strongly recommends that you stop this installation now and contact the hardware vendor for software that has passed Windows Logo testing.
Continue Anyway
STOP Installation

⑱ When the Windows finished searching the hardware, click “Finish” to exit.

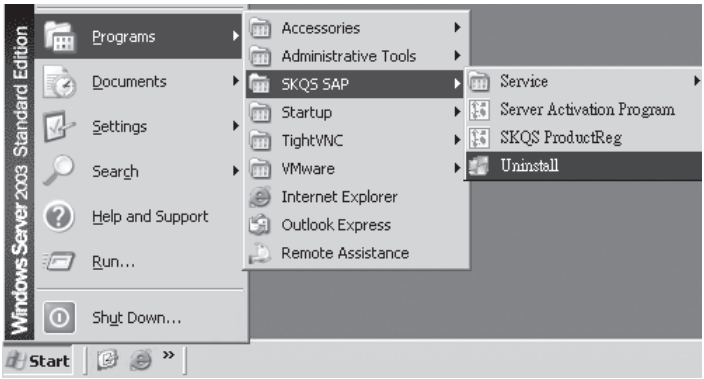
Found New Hardware Wizard
Completing the Found New Hardware Wizard
The wizard has finished installing the software for:
ACR38 USB Smart Card Reader (Proprietary Mode)
Click Finish to close the wizard.
< Back
Finish
Cancel

1.3 Before Starting up

After you have finished the installation of SKQS Server Activation Program, please do not start it up immediately. Please follow the instructions of Chapter 2 and 3 to finish the product registration process and install SKQS Server first. Then you can follow the user guide in Chapter 4 to start up the program.

1.4 Uninstallation

Select “Start” ➔ “Programs”➔ “SKQS SAP” ➔ “Uninstall” .



Chapter 2

Product Registration and License Key

In order to protect consumers' benefit, SKQS Intranet Program can only be activated after the license key is installed.

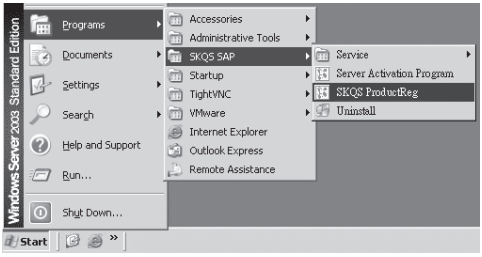
① To obtain the license key, please read the instructions in "2.1 Product Registration for a License Key" carefully.

② Once the product registration is approved, the authorized user will receive the license key via email in 3 working days.

③ After receipt of the license key, please follow "2.2 License Key Installation" to install the license key and activate the product.

2.1 Product Registration for a License Key

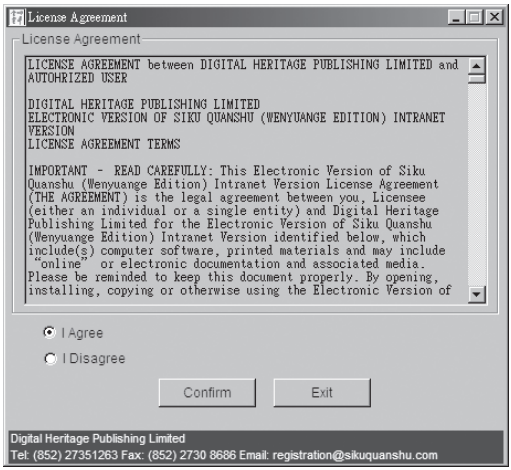
① Select "Start" ➔ "Programs" ➔ "SKQS SAP" ➔ "SKQS ProductReg" to execute the registration program.



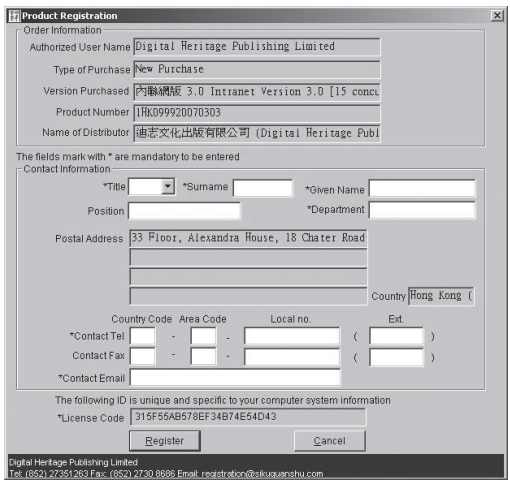
② The welcome page of the registration program is shown. Click "Register Now" to begin the registration process.

SKQS Intranet Version Product Registration
文淵閣四庫全書電子版
Siku Quanshu (Wenyuange Edition)
Authorized User Name :
DHP University
Please note that no product registration has been made.
Before you can activate The Electronic Version of Siku Quanshu (Wenyuange Edition), you must register for a license key.
You can now register by clicking the Register Now button below.
Register Now
Cancel
Digital Heritage Publishing Limited
Tel: (852) 27351263 Fax: (852) 2730 8686 Email: registration@sikuquanshu.com

③ A window with License Agreement appears. Please read the terms carefully and select the option “I agree”. Click “Proceed” to continue.

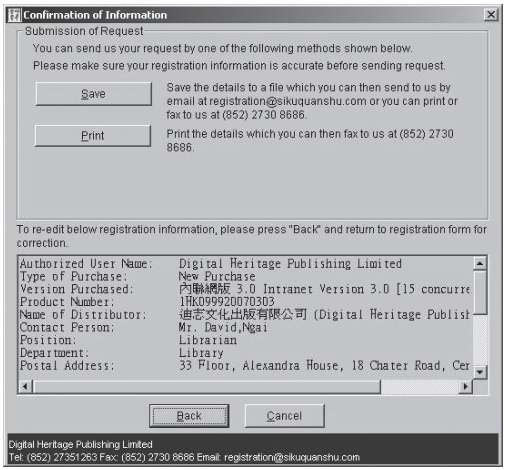

License Agreement
License Agreement
LICENSE AGREEMENT between DIGITAL HERITAGE PUBLISHING LIMITED and AUTOHRIZED USER
DIGITAL HERITAGE PUBLISHING LIMITED
ELECTRONIC VERSION OF SIKU QUANSHU (WENYUANGE EDITION) INTRANET VERSION
LICENSE AGREEMENT TERMS
IMPORTANT - READ CAREFULLY: This Electronic Version of Siku Quanshu (Wenyuange Edition) Intranet Version License Agreement (THE AGREEMENT) is the legal agreement between you, Licensee (either an individual or a single entity) and Digital Heritage Publishing Limited for the Electronic Version of Siku Quanshu (Wenyuange Edition) Intranet Version identified below, which include(s) computer software, printed materials and may include “online” or electronic documentation and associated media. Please be reminded to keep this document properly. By opening, installing, copying or otherwise using the Electronic Version of
I Agree
I Disagree
Confirm
Exit
Digital Heritage Publishing Limited
Tel: (852) 27351263 Fax: (852) 2730 8686 Email: registration@sikuquanshu.com

④ Please fill in your contact information in the product registration form. (Fields marked with an asterisk * are required.) The license code displayed at the bottom of the form is automatically generated from the dedicated computer system. This code will be recorded and the license key will only be applicable to this machine, meaning that it cannot activate SKQS Intranet Program installed in other machines. Click “Register” to proceed.



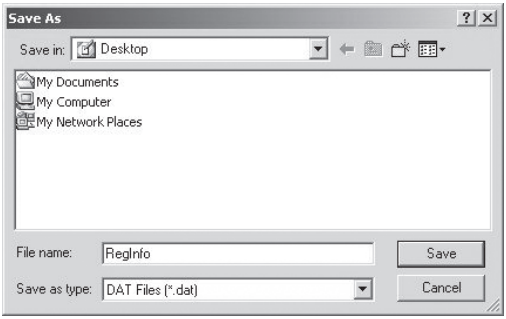
⑤ The registration information is now summarized at the bottom of the "Confirmation" window. Please ensure that this information is correct, especially the contact email address.

Click "Back" if you want to modify the information. Otherwise, please choose one of the following methods to submit the registration request.

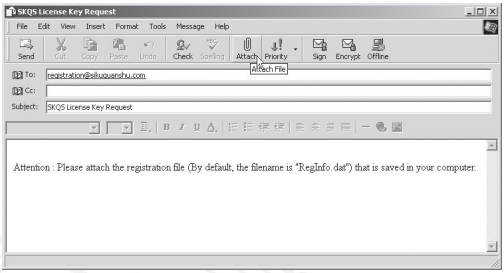

Confirmation of Information
Submission of Request
You can send us your request by one of the following methods shown below.
Please make sure your registration information is accurate before sending request.
Save
Save the details to a file which you can then send to us by email at registration@sikuquanshu.com or you can print or fax to us at (852) 2730 8686.
Print
Print the details which you can then fax to us at (852) 2730 8686.
To re-edit below registration information, please press "Back" and return to registration form for correction.
Authorized User Name: Digital Heritage Publishing Limited
Type of Purchase: New Purchase
Version Purchased: 內聯網版 3.0 Intranet Version 3.0 [15 concurre
Product Number: 1HK099920070303
Name of Distributor: 迪志文化出版有限公司 (Digital Heritage Publish
Contact Person: Mr. David,Ngai
Position: Librarian
Department: Library
Postal Address: 33 Floor, Alexandra House, 18 Chater Road, Cer
Back
Cancel
Digital Heritage Publishing Limited
Tel: (852) 27351263 Fax: (852) 2730 8686 Email: registration@sikuquanshu.com

Method 1: Send request by email with attached file

(a) After clicking "Save", the "Save As" dialog box will appear. Select a location to store the registration file (by default, the filename is *RegInfo.dat*).

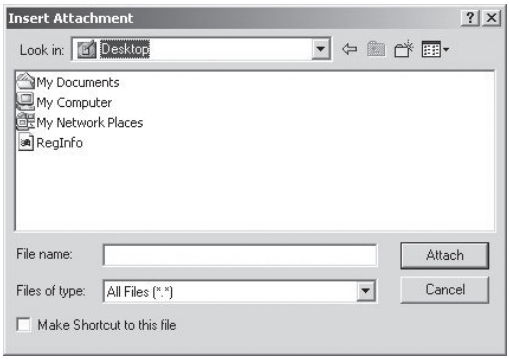


(b) The default email program in the machine will be launched after the registration file is saved.

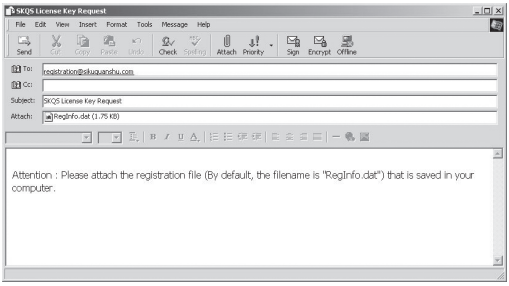

SKQS License Key Request
File Edit View Insert Format Tools Message Help
Send
Attach File
To: registration@sikuquanshu.com
Cc:
Subject: SKQS License Key Request
Attention : Please attach the registration file (By default, the filename is "RegInfo.dat") that is saved in your computer.

Note. In case the default email program does not launch after saving the registration file, please launch it manually. Make sure the field "To:" is addressed to: registration@sikuquanshu.com.

(c) Click “Attach” to attach the saved registration file to this email (By default, the filename is *RegInfo.dat*).



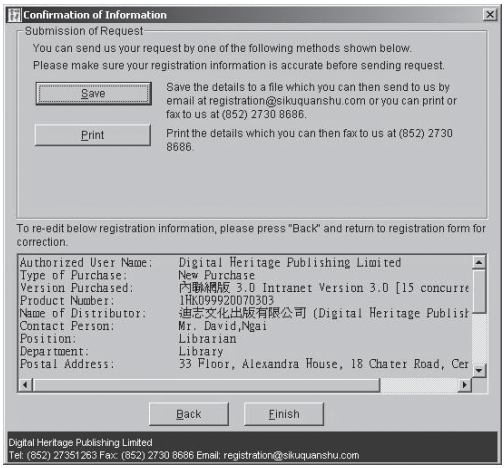
(d) Finally, click “Send” to submit the request.



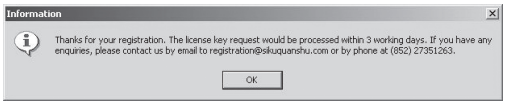
Method 2: Send request by fax

After clicking “Print”, the registration information will be printed to your default printer. Please send us the printed registration request by fax to (852) 2730 8686. You may need to configure the printer before selecting this option.

⑥ Click “Finish” in the “Confirmation” window to exit the registration program.


Confirmation of Information
Submission of Request
You can send us your request by one of the following methods shown below.
Please make sure your registration information is accurate before sending request.
Save
Save the details to a file which you can then send to us by email at registration@sikuquanshu.com or you can print or fax to us at (852) 2730 8686.
Print
Print the details which you can then fax to us at (852) 2730 8686.
To re-edit below registration information, please press "Back" and return to registration form for correction.
Authorized User Name: Digital Heritage Publishing Limited
Type of Purchase: New Purchase
Version Purchased: 内聯網版 3.0 Intranet Version 3.0 [15 concurre
Product Number: IHK09992D070303
Name of Distributor: 迪志文化出版有限公司 (Digital Heritage Publish
Contact Person: Mr. David,Ngai
Position: Librarian
Department: Library
Postal Address: 33 Floor, Alexandra House, 18 Chater Road, Cer
Back
Finish
Digital Heritage Publishing Limited
Tel: (852) 27351263 Fax: (852) 2730 8686 Email: registration@sikuquanshu.com

⑦ Click “OK” to finish the whole process. The license key request will be processed within 3 working days. The unique license key will be sent to you by email once the registration is approved.


Information
Thanks for your registration. The license key request would be processed within 3 working days. If you have any enquiries, please contact us by email to registration@sikuquanshu.com or by phone at (852) 27351263.
OK

2.2 License Key Installation

① If the product is successfully registered, a unique license key (filename: *magic.dat*) will be sent to your registered email address.

② After you have received the license key, please go through the following installation procedures:

(1) Copy the license key *magic.dat* to the directory where SKQS Server Activation Program is installed. The default location is *C:\Program Files\SKQS Server Activation Program\Data*. Please do not rename the license key file.

(2) Upload the license key *magic.dat* to SKQS Server. (Please see Chapter 5 Section 5.2(i))

③ Please go through the following procedures to verify whether the license key is properly installed.

(1) Select "Start" ➔ "Programs" ➔ "SKQS SAP" ➔ "SKQS ProductReg".

(2) If the license key is installed properly, the following window will appear showing that registration has been successfully taken place.

Chapter 3 Installation Guide for SKQS Server Program

There are 4 major steps to install SKQS Server Program:
(a) Connect the external hard drive to your computer.
(b) Copy SKQS Server Program and SKQS Data from the external hard drive to your computer.
(c) Download and install VMware Player.
(d) Run SKQS Server with VMware Player.

3.1 System Requirements

Please check the minimum requirements before you start installing SKQS Server.

Hardware

Same as the requirements for the installation of “SKQS Server Activation Program”. (See Chapter 1 Section 1.1)

Software

Same as the requirements for the installation of “SKQS Server Activation Program”. (See Chapter 1 Section 1.1)

3.2 Connecting the External Hard Drive to Your Computer

3.2.1 Components of the External Hard Drive Kit

① A special USB cable. This cable is shaped like the letter “Y” with one USB connector at one end of the cable and two connectors at the other end of the cable. This cable supplies power to the drive and handles the data going between the drive and your computer this means you don’t have any other cables to connect.

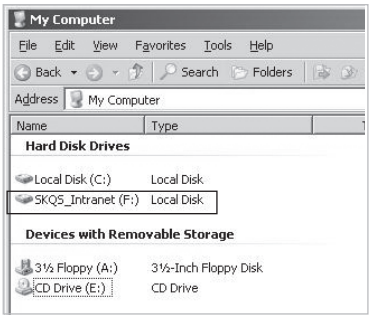
② An external hard drive.

3.2.2 Mounting the External Hard Drive with Windows OS

① Connect one end of the USB "Y" cable to the data drive and the connector end labeled "Data + Power" to any one of the USB 2.0 ports on your computer. The drive does not have a power switch, so if your computer is powered on, the drive will begin spinning as soon as you connect it to your computer.

Note. If your computer does not supply enough power to the drive through the one USB "Data + Power" connector, plug in the unused connector on the "Y" cable to another USB port on your computer (or a powered USB hub). (This additional connection may be needed to provide additional power to the drive and is only required if connecting the "Data + Power" connector alone does not power up the drive.)

② Your operating system will automatically detect and mount the external hard drive, which is known as hot plugging. Once mounted, your operating system will assign a drive letter for the external hard drive.



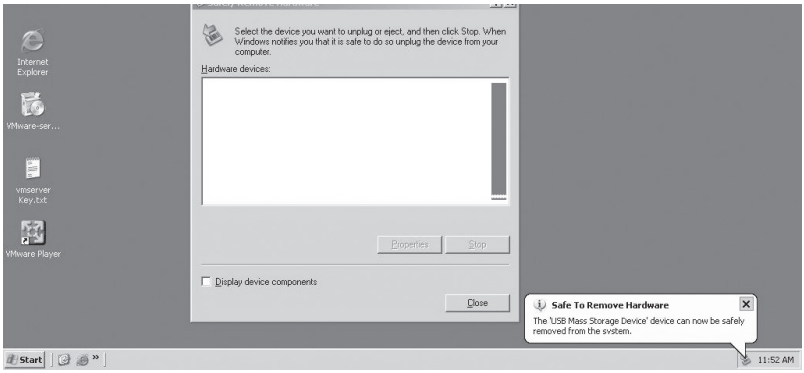
3.2.3 Dismounting the External Hard Drive with Windows OS

① Close all windows and quit all running applications which are stored on the drive or using data stored on the drive.

② Double-click the icon in your system tray that represents the "Safely Remove Hardware" function, and select "USB Mass Storage Device" (external drive). Then click "Stop" in the "Safely Remove Hardware" window.

11:46 AM
Safely Remove Hardware
Select the device you want to unplug or eject, and then click Stop. When Windows notifies you that it is safe to do so unplug the device from your computer.
Hardware devices:
USB Mass Storage Device
USB Mass Storage Device at Location 0
Properties
Stop
Display device components
Close

③ A window message then appears notifying you that the removable device can now be safely removed from the system. You may then disconnect the USB cable from your computer.


Internet Explorer
VMware-ser...
vmserver Key.txt
VMware Player
Select the device you want to unplug or eject, and then click Stop. When Windows notifies you that it is safe to do so unplug the device from your computer.
Hardware devices:
Properties
Stop
Display device components
Close
Safe To Remove Hardware
The 'USB Mass Storage Device' device can now be safely removed from the system.
Start
11:52 AM

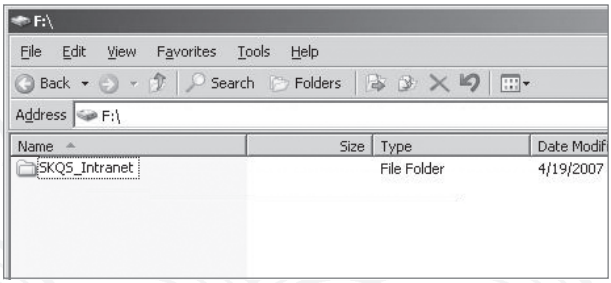
3.3 Copying SKQS Server Program from the External Hard Drive to Your Computer

① You must first mount the external hard drive with Windows Operating System.

② Double-click the “My Computer” icon, select the external hard drive (for example F:) and open it.

③ Select the folder “SKQS_Intranet” and copy it to your local hard drive.

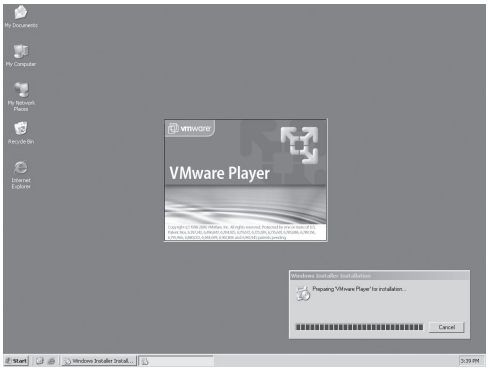
Note. Since the folder contains about 130GB data, it may take about 90 minutes to complete the copying process.



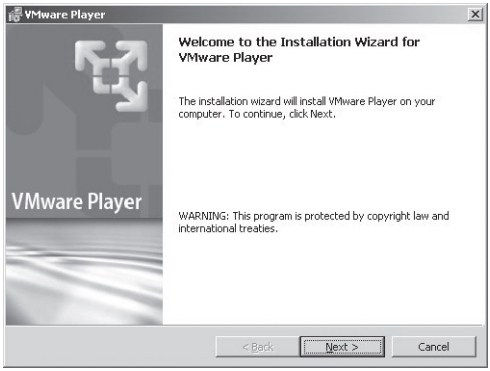
3.4 Installing VMware Player

Download the latest version of VMware Player (Windows version) at *http://www.vmware.com/download/player/download.html.*

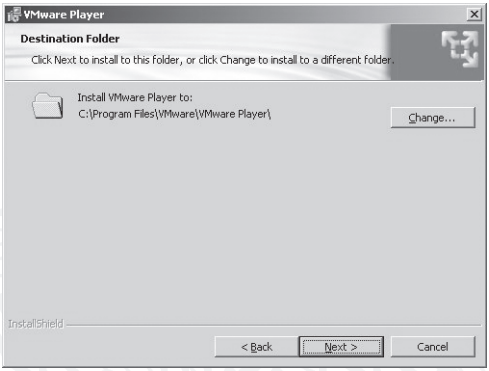
① Run the downloaded installation program.



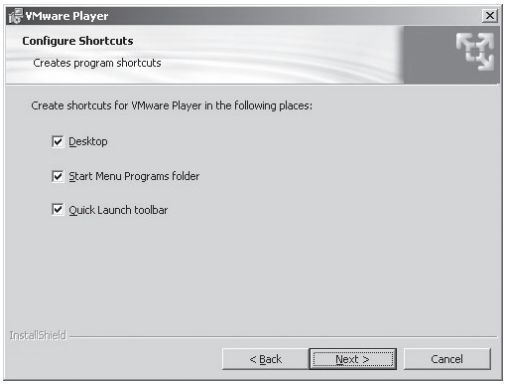
② The “Welcome” window appears. Click “Next” to continue.


VMware Player
Welcome to the Installation Wizard for VMware Player
The installation wizard will install VMware Player on your computer. To continue, click Next.
WARNING: This program is protected by copyright law and international treaties.
VMware Player
< Back
Next >
Cancel

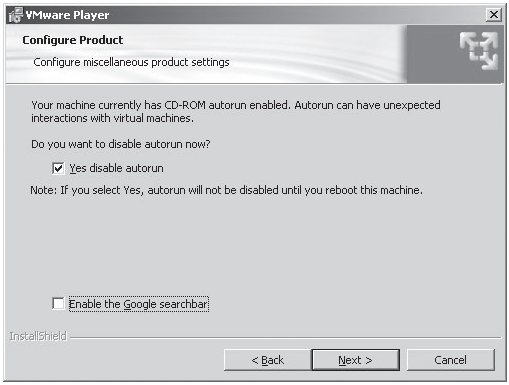
③ In the “Destination Folder” window, choose the location to install the VMware Player. Default location is *C:\Program Files\VMware\VMware Player* . Click “Next” to continue.



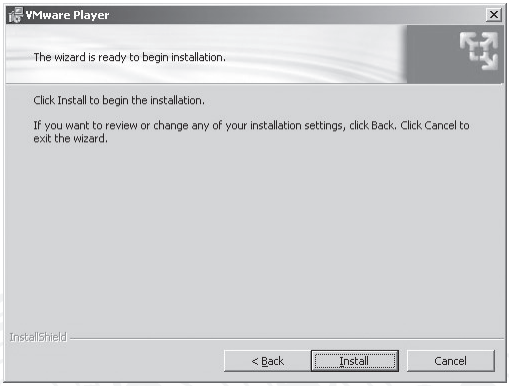
④ The “Configure Shortcuts” window appears. Choose the place(s) where you want to create program shortcut(s), and click “Next” to continue.



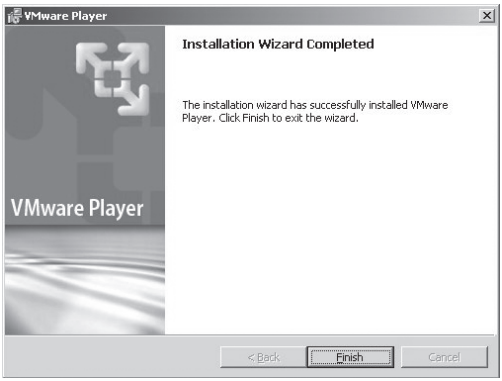
⑤ The “Configure Product” window appears. Please keep the “Yes disable autorun” option checked and unchecked the option “Enable the Google searchbar”. Click “Next” to continue.


VMware Player
Configure Product
Configure miscellaneous product settings
Your machine currently has CD-ROM autorun enabled. Autorun can have unexpected interactions with virtual machines.
Do you want to disable autorun now?
Yes disable autorun
Note: If you select Yes, autorun will not be disabled until you reboot this machine.
Enable the Google searchbar
InstallShield
< Back
Next >
Cancel

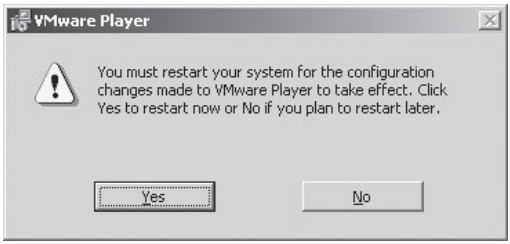
⑥ The player is now ready for installation, click “Install” to start.


VMware Player
The wizard is ready to begin installation.
Click Install to begin the installation.
If you want to review or change any of your installation settings, click Back. Click Cancel to exit the wizard.
InstallShield
< Back
Install
Cancel

⑦ Click “Finish” when the installation is completed.

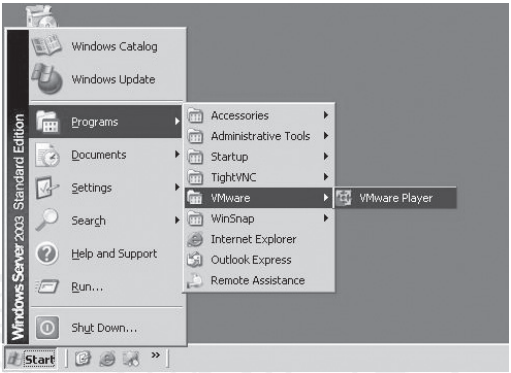


⑧ You must restart your system to make the VMware Player take effect. Click “Yes” to restart.

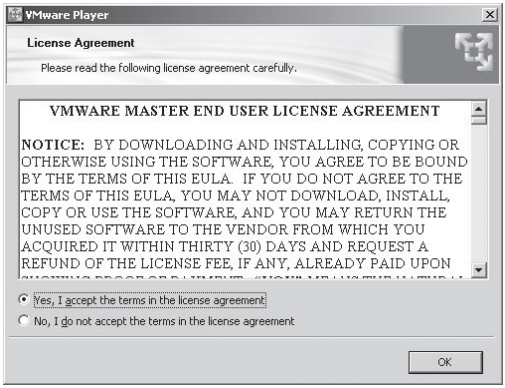

VMware Player
You must restart your system for the configuration changes made to VMware Player to take effect. Click Yes to restart now or No if you plan to restart later.
Yes
No

3.5 Running SKQS Server with VMware Player

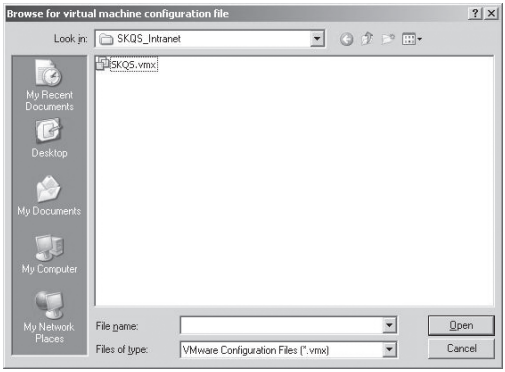
① Select “Start” ➔ “Programs” ➔ “VMware” ➔ “VMware Player” to launch VMware Player.



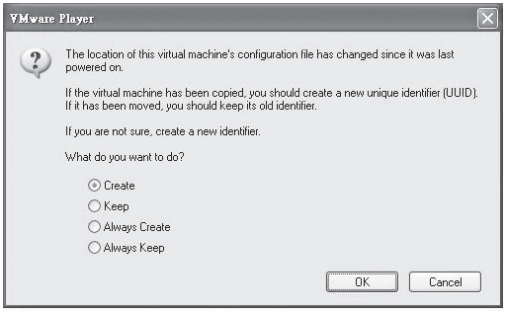
② The “License Agreement” window will appear if it is your first time running VMware Player. Select “Yes, I accept the terms in the license agreement” and click “OK” to continue.


VMware Player
License Agreement
Please read the following license agreement carefully.
VMWARE MASTER END USER LICENSE AGREEMENT
NOTICE: BY DOWNLOADING AND INSTALLING, COPYING OR OTHERWISE USING THE SOFTWARE, YOU AGREE TO BE BOUND BY THE TERMS OF THIS EULA. IF YOU DO NOT AGREE TO THE TERMS OF THIS EULA, YOU MAY NOT DOWNLOAD, INSTALL, COPY OR USE THE SOFTWARE, AND YOU MAY RETURN THE UNUSED SOFTWARE TO THE VENDOR FROM WHICH YOU ACQUIRED IT WITHIN THIRTY (30) DAYS AND REQUEST A REFUND OF THE LICENSE FEE, IF ANY, ALREADY PAID UPON
Yes, I accept the terms in the license agreement
No, I do not accept the terms in the license agreement
OK

③ In the “Browse” window, browse to the copied “SKQS_Intranet” folder. Select the file *SKQS.vmx* and click “Open”.



④ VMware Player will open a virtual machine and power it on automatically. A dialog box will appear if it is your first time running the file *SKQS.vmx*, just select “Create” and click “OK” to continue.


VMware Player
The location of this virtual machine's configuration file has changed since it was last powered on.
If the virtual machine has been copied, you should create a new unique identifier (UUID). If it has been moved, you should keep its old identifier.
If you are not sure, create a new identifier.
What do you want to do?
Create
Keep
Always Create
Always Keep
OK
Cancel

⑤ A Linux server will start after the configuration file is opened. SKQS Server is actually residing inside this Linux server. When the login page appears, do not attempt to login to the server, just leave it running. SKQS Server is now working.

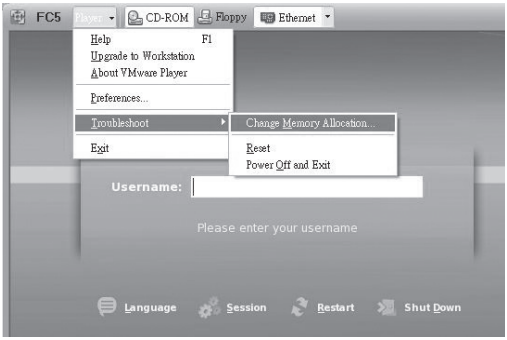
3.6 Shutting Down (Restarting) SKQS Server in VMware Player

① In the login page, click “Shut Down” (“Restart”).

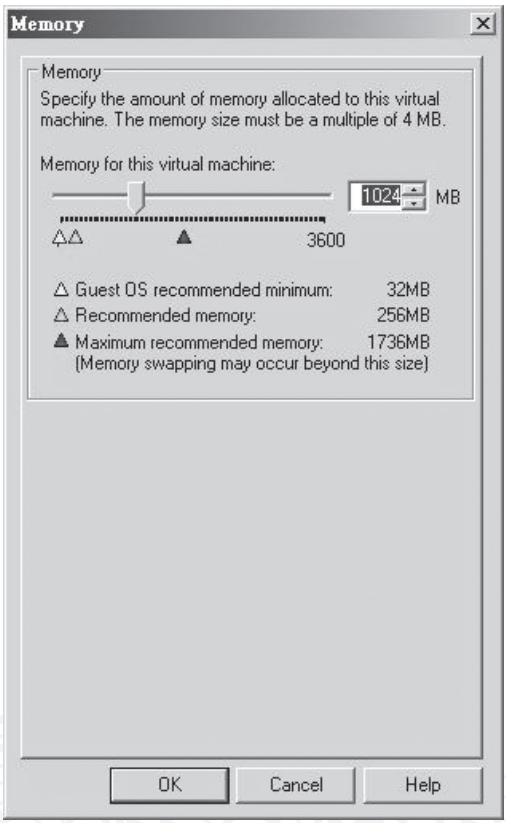
② In the confirmation window, click “Shut Down” (“Restart”). VMware Player will shut down (restart) SKQS Server automatically.

3.7 Changing the Memory Allocation in VMware Player

① Select “Player”➔“Trouble-shoot”➔“Change Memory Allocation”.

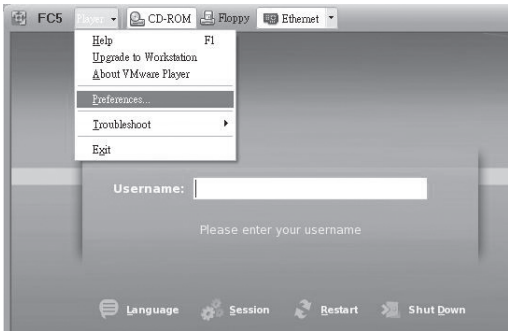


② In the “Memory” window, you can change the memory allocation of this virtual Linux Server. The memory size must be a multiple of 4 MB. The recommended memory size for running SKQS Server is 1024MB or above.

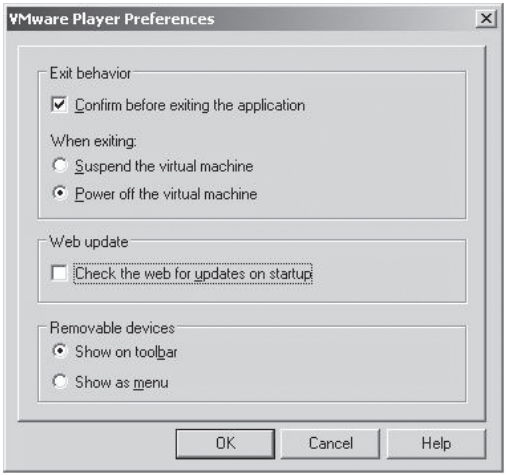


3.8 Changing the VMware Player Preferences Settings

① Select "Player" → "Preferences".



② In the "VMware Player Preferences" window, change the settings according to the right figure. Click "OK" when you are finished.



3.9 Uninstalling VMware Player

① Click "Start" → "Settings" → "Control Panel". In the "Control Panel" window, double-click the "Add or Remove Programs" icon.

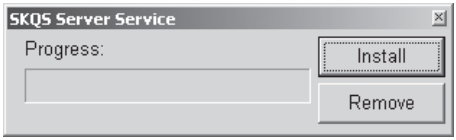
② In the "Add or Remove Programs" window, select the item "VMware Player" and click "Remove".

3.10 Run SKQS Server as Windows Service

① Please run SKQS Server once before making SKQS Server as Windows service.

② Go to the copied folder “SKQS_Intranet” ➔ “Utility” ➔ “Service Installation”, double-click the file *SKQS Server Service.exe*.

③ In the “SKQS Server Service” window, click “Install”.



④ When the installation is completed, SKQS Server will be run as Windows service during next Windows startup.

3.11 Remove SKQS Server Service

① Go to the copied folder “SKQS_Intranet” ➔ “Utility” ➔ “Service Installation”, double-click the file *SKQS Server Service.exe*.

② In the “SKQS Server Service” window, click “Remove”.

3.12 Uninstalling SKQS Server Program

To uninstall SKQS Server Program, simply delete the “SKQS_Intranet” folder stored in your computer local hard drive.

Note. It is recommended to remove the SKQS Server Service before deleting the “SKQS_Intranet” folder.

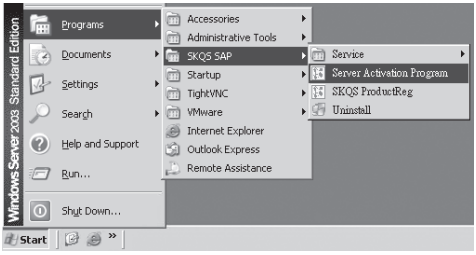
Chapter 4

User Guide for SKQS Server Activation Program

4.1 Starting up the Program

① Make sure the provided ACS USB Smart Card Reader is connected to the USB port of your computer. SKQS Server Activation Program cannot be run without the presence of the Smart Card Reader.

② Select “Start”➔ “Programs”➔ “SKQS SAP”➔ “Server Activation Program”.



Note. If it is the first time running the program, there will be a message dialog asking whether the program should be run as Windows service. Select “Yes” to install the service, or install it at a later time (see 4.3).

③ After the splash screen, a small SKQS icon will appear at the right-hand side of the taskbar, indicating that SKQS Server Activation Program is running.

4.2 Closing the Program

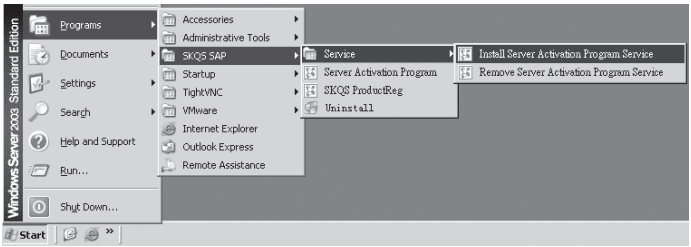
① Double-click or right-click the small SKQS icon of SKQS Server Activation Program on the taskbar.

② Click “Close” on the popup menu.

4.3 Run Server Activation Program as Windows Service

① Select “Start” ➔ “Programs” ➔ “SKQS SAP” ➔ “Service” ➔ “Install Server Activation Program Service”.

② When the installation is completed, the program will be run as Windows service during next Windows startup.



4.4 Remove Server Activation Program Service

Select “Start” ➔ “Programs” ➔ “SKQS SAP” ➔ “Service” ➔ “Remove Server Activation Program Service”.

4.5 Troubleshooting

SKQS Server Activation program will not work if the Smart Card Reader is removed from the computer. The small SKQS icon will turn into an exclamation mark, indicating that the Smart Card Reader is not detected by the system.

To resume the program, simply plug the Smart Card Reader back to the same USB port. When the program is resumed to normal, the small icon will turn back to the image shown below.

If the small icon remains unchanged after plugging back the Smart Card Reader, there is a possibility that the USB port is not the expected one. You may either reconnect the Reader back to the right USB port, or restart SKQS Server Activation

Program and let the program reconfigure automatically.

However, if there is no USB Reader driver installed for that new USB port before, the “Found New Hardware Wizard” window will appear, please install the driver before restarting the program. (Please refer to Chapter 1 Installation Guide for SKQS Server Activation Program Section 1.2 Points ⑮ - ⑱)

Chapter 5 User Guide for SKQS Server Administration Tool

5.1 Login

① Open your web browser, enter the URL *http://HOST_IP/admin/skqs* where HOST_IP is the specified domain name or IP address of the machine where SKQS Server is installed.

② On the login page, enter the user name and password of the Administrator, and click “Login”.

5.2 Main Page

文淵閣四庫全書電子版【內聯網版】
The Electronic Version of Siku Quanshu (Wenyuange Edition)
【Intranet Version】
繁體 | Eng | 简体
Main Page | Authorized User Account | Authorized IP Address Range | Black List | Logout
Main Page
Web Setting
Idle Time: 260 Minutes
Usage Time: 240 Minutes
Activation Program Server IP Address : 192.168.0.103
SKQS Server IP Address: 192.168.0.149
SKQS Server Subnet Mask: 255.255.255.0
SKQS Server Gateway: 192.168.0.1
Admin Login Name: admin
Admin Password:
Update
Upload Licence Key magic.dat file:
瀏覽...
Upload

(a) Idle Time

Specify the idle time for user’s connection to the SKQS Intranet. Exceeding the maximum idle time will result in user’s disconnection to the SKQS Intranet. Idle time must be greater than “0”.

(b) Usage Time

Specify the maximum usage time for user’s connection to SKQS Intranet. Exceeding the usage time will result in user’s disconnection to the SKQS Intranet. Usage time must be greater than “0”.

(c) Server Activation Program IP Address
Server Activation Program is used to activate SKQS Server. You must input the correct IP address of Server Activation Program in order activate SKQS Server.

(d) SKQS Server IP Address
You can change the SKQS Server IP address here. You have to restart SKQS Server whenever you change the IP address. Please use the new IP address to access Server Administration Tool afterwards.

(e) SKQS Server Subnet Mask
You can change the SKQS Server Subnet Mask here. You have to restart SKQS Server whenever you change the subnet address.

(f) SKQS Server Gateway
You can change the SKQS Server Gateway here. You have to restart SKQS Server whenever you change the gateway address.

(g) Admin Login Name
Specify the Administrator Login Name here. The default login name is "Admin".

(h) Admin Password
Specify the Administrator password here. The default password is "123456".

(i) Upload License Key *magic.dat*
The License Key *magic.dat* must be resided in SKQS Server for the purpose of server activation. You have to upload it to SKQS Server.

To upload the file, click "Browse", choose the file *magic.dat* from your computer or the location where you saved it, and click "Upload".

5.3 Consortium Member

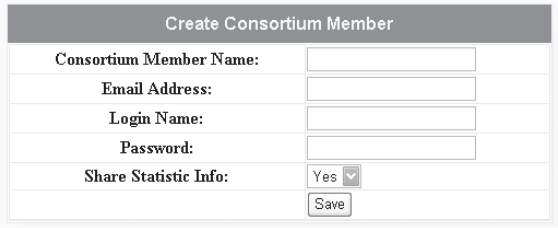
This section is applicable only to users who have purchased the "Consortium Edition". Others please refer to "Institution Edition" in Section 5.4.

5.3.1 Consortium Member Account

To go to the Consortium Member Account page, choose "Consortium Member Account" from the main menu bar.

文淵閣四庫全書電子版【內聯網版】
The Electronic Version of Siku Quanshu (Wenyuange Edition)
【Intranet Version】
繁體 | Eng | 简体
Main Page | Consortium Member Account | Authorized User Account | Authorized IP Address Range | Black List | Logout
Consortium Member Account
Member ID
Consortium Member Name
Login Name
Email Address
Status
Share Statistic Info
Select
1 MA ma job.chan@itventuresltd.com Active Yes
2 DHP1 dhp1 job1.chan@itventuresltd.com Active Yes
Create Consortium Member
View Authorized IP Address Range
Edit

5.3.1.1 Adding a Member Account



① On the “Consortium Member Account” page, click “Create Consortium Member” to go to the “Create Consortium Member” page. Input all the necessary member information.

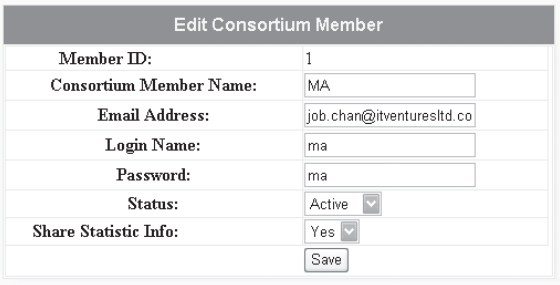
② Select “Yes” for the “Share Statistic Info” item if the member agrees to share its detailed statistical information with other members, otherwise select “No” for limited review.

③ Click “Save” when finished.

Note. A member account cannot be deleted once created, but you can disable it by changing its status to “Inactive”.

The Login Name and Password of Consortium member are for access to Statistical Report Tool only (See Chapter 6), not the SKQS Intranet.

5.3.1.2 Editing a Member Account



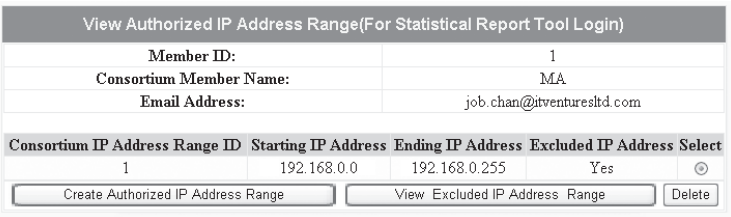
① On the “Consortium Member Account” page, select your desired member account by clicking the radio button under the “Select” column, and click “Edit”.

② On the “Edit Consortium Member” page, modify any information of the selected member.

Note. If the member status is set to “Inactive”, all the related user accounts and authorized IP addresses in Server Administration Tool will also be set to inactive.

③ Click “Save” when finished.

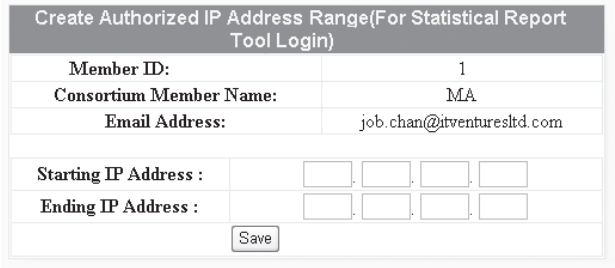
5.3.2 Consortium Member Authorized IP Address Range



A consortium Member can use the IP address specified under the Authorized IP Address Range to access Statistical Report Tool. (See Chapter 6 Statistical Report Tool)

On the “Consortium Member Account” page, select the desired member, then click “View Authorized IP Address Range” to go to the corresponding page.

5.3.2.1 Adding an Authorized IP Address Range



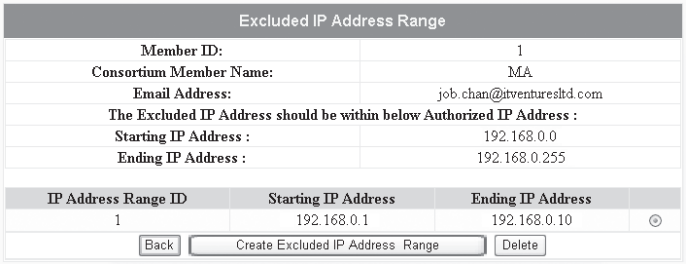
On the “View Authorized IP Address Range” page, click “Create Authorized IP Address Range”. Input the starting IP and ending IP address, and click “Save” when finished.

5.3.2.2 Deleting an Authorized IP Address Range

On the “View Authorized IP Address Range” page, select the desired IP address range by clicking the radio button under the “Select” column, and click “Delete” to delete.

Note. All the excluded IP address range records under this deleted IP address range will also be deleted simultaneously.

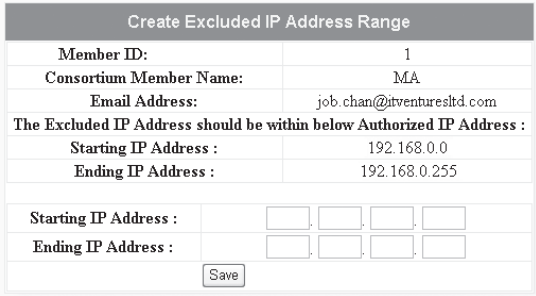
5.3.2.3 Setting the Excluded IP Address Range



① On the “Consortium Member Account” page, select a desired member, then click “View Authorized IP Address Range”.

② On the “View Authorized IP Address Range” page, select the desired IP address range and click “View Excluded IP Address Range”. The “Excluded IP Address Range” will appear.

5.3.2.4 Adding an Excluded IP Address Range

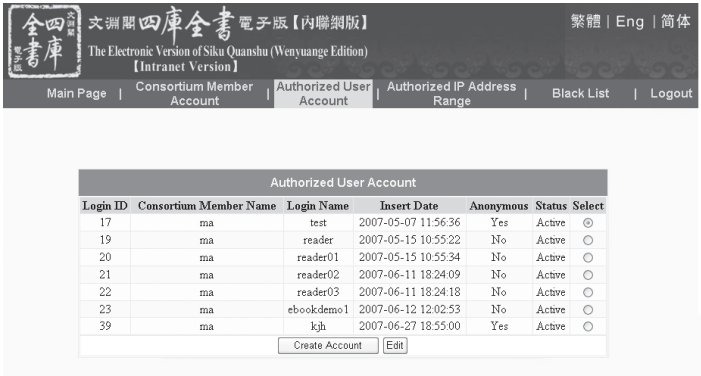

Create Excluded IP Address Range
Member ID: 1
Consortium Member Name: MA
Email Address: job.chan@itventuresltd.com
The Excluded IP Address should be within below Authorized IP Address :
Starting IP Address : 192.168.0.0
Ending IP Address : 192.168.0.255
Starting IP Address :
Ending IP Address :
Save

On the “Excluded IP Address Range” page, click “Create Excluded IP Address Range”. Input all the necessary information and click “Save” when finished.

5.3.2.5 Deleting an Excluded IP Address Range

On the “View Authorized IP Address Range” page, select the desired IP range by clicking the radio button under the “Select” column, and click “Delete” to delete.

5.3.3 Authorized User Account

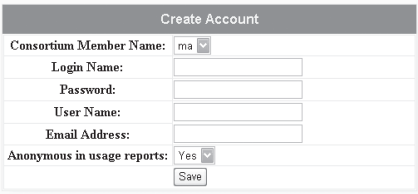

文淵閣四庫全書電子版【內聯網版】
The Electronic Version of Siku Quanshu (Wenyuange Edition)
【Intranet Version】
繁體 | Eng | 简体
Main Page | Consortium Member Account | Authorized User Account | Authorized IP Address Range | Black List | Logout
Authorized User Account
Login ID | Consortium Member Name | Login Name | Insert Date | Anonymous | Status | Select
17 | ma | test | 2007-05-07 11:56:36 | Yes | Active
19 | ma | reader | 2007-05-15 10:55:22 | No | Active
20 | ma | reader01 | 2007-05-15 10:55:34 | No | Active
21 | ma | reader02 | 2007-06-11 18:24:09 | No | Active
22 | ma | reader03 | 2007-06-11 18:24:18 | No | Active
23 | ma | ebookdemo1 | 2007-06-12 12:02:53 | No | Active
39 | ma | kjh | 2007-06-27 18:55:00 | Yes | Active
Create Account
Edit

The administrator can create a user account for each member to access the SKQS Intranet.

Note. A user account cannot be deleted once created, but you can disable it.

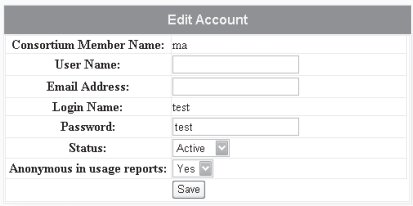
To go to the “Authorized User Account” page, choose “Authorized User Account” from the main menu bar.

5.3.3.1 Adding an Authorized User Account



On the “Authorized User Account” page, click “Create Account”. Input all the necessary information and click “Save” when finished.

5.3.3.2 Editing an Authorized User Account



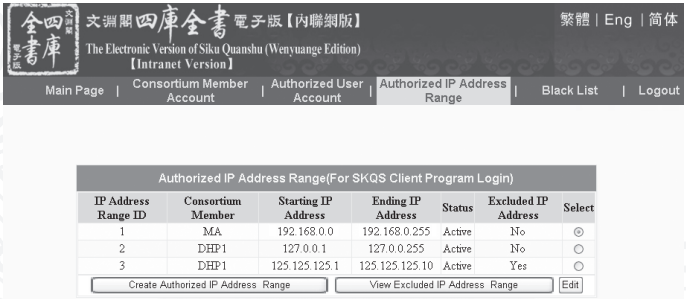
On the “Authorized User Account” page, select the desired user account and click “Edit”. Edit the necessary information and click “Save” when finished.

5.3.4 Authorized IP Address Range

Apart from using user account to login to the SKQS Intranet, users can also access the SKQS Intranet by means of IP authentication. Through IP authentication, users do not need to enter login name and password.

The administrator can specify authorized IP address ranges and excluded IP address ranges for users.

To go to the “Authorized IP Address Range” page, choose “Authorized IP Address Range” from the main menu bar.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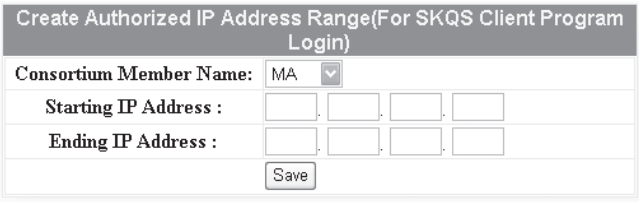
Main Page | Consortium Member Account | Authorized User Account | Authorized IP Address Range | Black List | Logout
Authorized IP Address Range(For SKQS Client Program Login)
IP Address Range ID
Consortium Member
Starting IP Address
Ending IP Address
Status
Excluded IP Address
Select
1 MA 192.168.0.0 192.168.0.255 Active No
2 DHP1 127.0.0.1 127.0.0.255 Active No
3 DHP1 125.125.125.1 125.125.125.10 Active Yes
Create Authorized IP Address Range
View Excluded IP Address Range
Edit

5.3.4.1 Adding an Authorized IP Address Range



① On the “Authorized IP Address Range” page, select the desired member account by clicking the radio button under the “Select” column, and click “Create Authorized IP Address Range”.

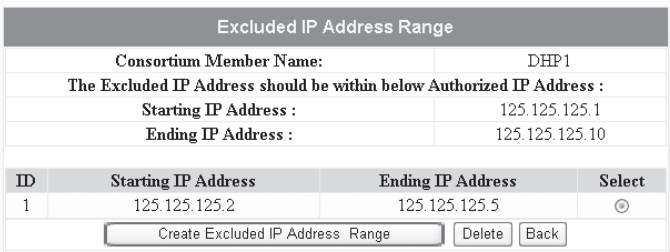
② Input all the necessary information and click “Save” when finished.

5.3.4.2 Editing an Authorized IP Address Range

① On the “Authorized IP Address Range” page, select the desired member account by clicking the radio button under the “Select” column, and click “Edit”.

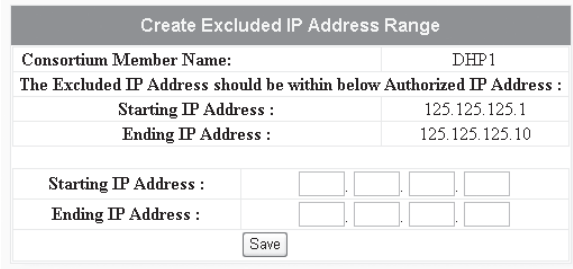
② Modify the necessary information and click “Update” when finished.

5.3.4.3 Setting the Excluded IP Address Range



On the “Authorized IP Address Range” page, select the desired member account by clicking the radio button under the “Select” column, and click “View Excluded IP Address Range” to go to the “Excluded IP Address Range” page.

5.3.4.4 Adding an Excluded IP Address Range



① On the “Excluded IP Address Range” page, click “Create Excluded IP Address Range” to go to the “Create Excluded IP Address Range” page.

② Input all the necessary information and click “Save” when finished.

5.3.4.5 Deleting an Excluded IP Address Range

On the “Excluded IP Address Range” page, select the desired IP address by clicking the radio button under “Select” column, and click “Delete” to delete.

5.4 Institution Edition

5.4.1 Authorized User Account

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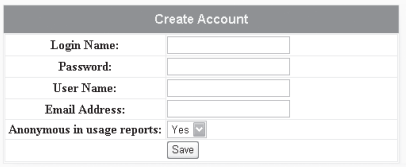
Authorized User Account
Login ID | Login Name | Insert Date | Anonymous | Status | Select
17 | test | 2007-05-07 11:56:36 | Yes | Active
19 | reader | 2007-05-15 10:55:22 | No | Active
20 | reader01 | 2007-05-15 10:55:34 | No | Active
21 | reader02 | 2007-06-11 18:24:09 | No | Active
22 | reader03 | 2007-06-11 18:24:18 | No | Active
23 | ebookdemo1 | 2007-06-12 12:02:53 | No | Active
39 | kjh | 2007-06-27 18:55:00 | Yes | Active
Create Account
Edit

The administrator can create authorized user accounts for users to access the SKQS Intranet. Authorized user accounts cannot be deleted once created but can be disabled.

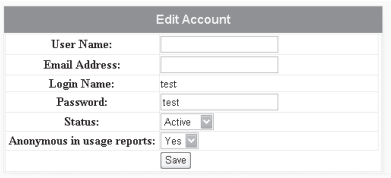
To go to the “Authorized User Account” page, choose “Authorized User Account” from the main menu bar.

5.4.1.1 Adding a User Account



On the “Authorized User Account” page, click “Create Account” to go to the corresponding page. Input all the necessary information and click “Save” when finished.

5.4.1.2 Editing a User Account



① On the “Authorized User Account” page, select the desired account by clicking the radio button under the “Select” column, click “Edit” to go to the edit page.

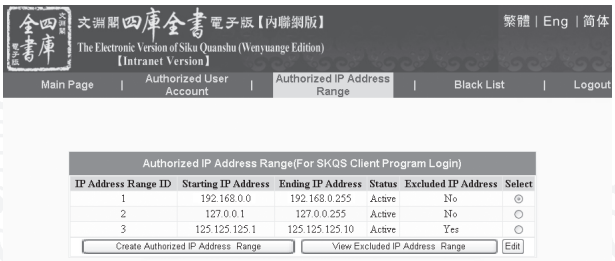
② Edit the account information and click “Save” when finished.

5.4.2 Authorized IP Address Range

Apart from using user account to login to the SKQS Intranet, users can also access the SKQS Intranet by means of IP authentication. Through IP authentication, users do not need to enter login name and password.

The administrator can specify authorized IP address ranges and excluded IP address ranges for users.

To go to the “Authorized IP Address Range” page, choose “Authorized IP Address Range” from the main menu bar.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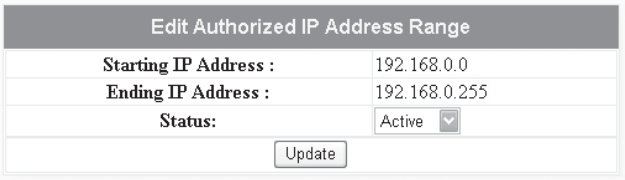
Main Page | Authorized User Account | Authorized IP Address Range | Black List | Logout
Authorized IP Address Range(For SKQS Client Program Login)
IP Address Range ID
Starting IP Address
Ending IP Address
Status
Excluded IP Address
Select
1 192.168.0.0 192.168.0.255 Active No
2 127.0.0.1 127.0.0.255 Active No
3 125.125.125.1 125.125.125.10 Active Yes
Create Authorized IP Address Range
View Excluded IP Address Range
Edit

5.4.2.1 Adding an Authorized IP Address Range

① On the “Authorized IP Address Range” page, click “Create Authorized IP Address Range”.

② Input all the necessary information and click “Save” when finished.

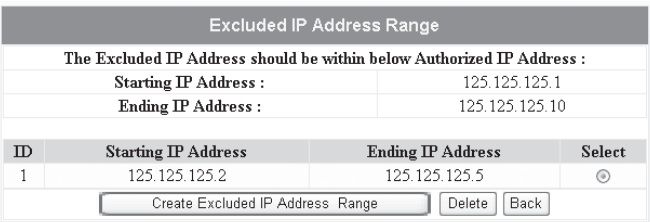
5.4.2.2 Editing an Authorized IP Address Range



① On the “Authorized IP Address Range” page, select the desired IP address range by clicking the radio button under the “Select” column, and click “Edit”.

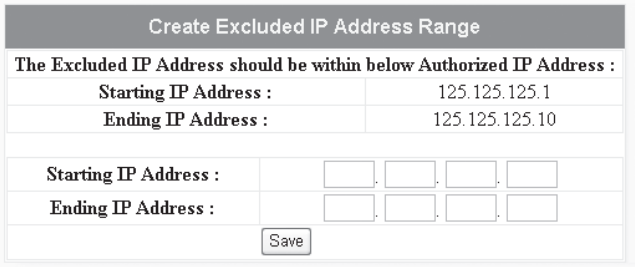
② Modify the necessary information and click “Update” when finished.

5.4.2.3 Setting the Excluded IP Address Range



On the “Authorized IP Address Range” page, select the desired IP Address Range by clicking the radio button under the “Select” column, and click “View Excluded IP Address Range” to go to the “Excluded IP Address Range” page.

5.4.2.4 Adding an Excluded IP Address Range


Create Excluded IP Address Range
The Excluded IP Address should be within below Authorized IP Address :
Starting IP Address :
125.125.125.1
Ending IP Address :
125.125.125.10
Starting IP Address :
Ending IP Address :
Save

On the “Excluded IP Address Range” page, click “Create Excluded IP Address Range” to go to the corresponding page. Input all the necessary information and click “Save” when finished.

5.4.2.5 Deleting an Excluded IP Address Range

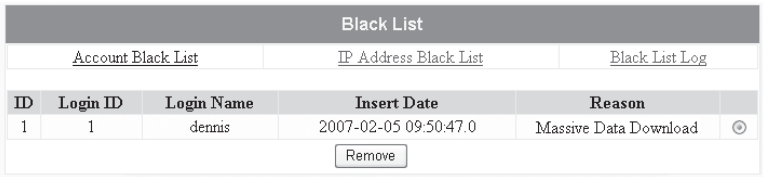
On the “Excluded IP Address Range” page, select the desired IP address by clicking the radio button under the “Select” column, and click “Delete” to delete.

5.5 Black List

SKQS Intranet applies a rule of thumb to detect any malicious use of the system. Malicious use includes massive data download. Once a user account or an IP address is found suspicious, SKQS Intranet will put it in the black list and block its access to the system.

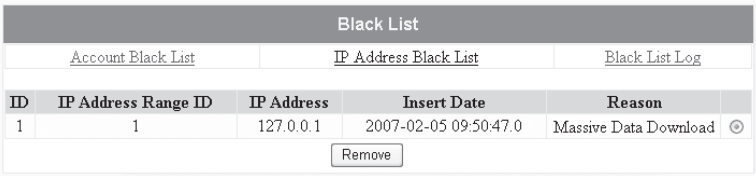
To view the black list, choose “Black List” from the main menu bar. Three options are available, which are “Account Black List”, “IP Address Black List” and “Black List Log”.

5.5.1 Account Black List



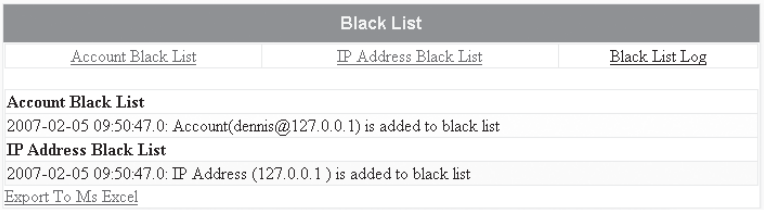
All blacklisted user accounts can be found here. To remove any user accounts from the list, select the desired accounts by clicking the radio button and click “Remove”.

5.5.2 IP Address Black List



All blacklisted IP addresses can be found here. To remove any IP addresses from the list, select the desired IP addresses by clicking the radio button and click “Remove”.

5.5.3 Black List Log


Black List
Account Black List
IP Address Black List
Black List Log
Account Black List
2007-02-05 09:50:47.0: Account(dennis@127.0.0.1) is added to black list
IP Address Black List
2007-02-05 09:50:47.0: IP Address (127.0.0.1) is added to black list
Export To Ms Excel

The Black List Log will log down all the actions applied to the Black List, including adding or removing any blacklist records.

Chapter 6

User Guide for SKQS Statistical Report Tool

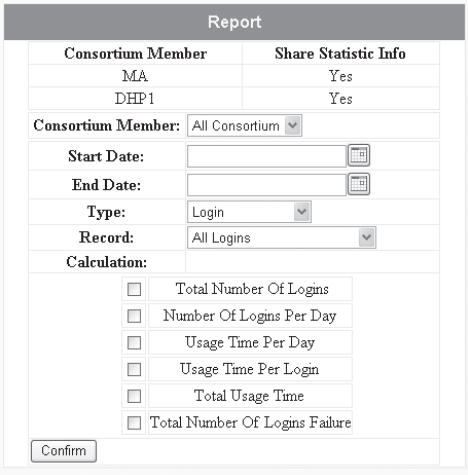
6.1 Login

① Open your web browser, enter the URL *http://HOST_IP/report/skqs* where HOST_IP is your specified domain name or IP address of the machine where SKQS Server is installed.

② (a) For Consortium Edition, members can login the system by using either the member user account or the authorized IP address.

(b) For Institution Edition, users can use the administrator account of Server Administration Tool to login to the Statistical Report Tool.

6.2 Report



(a) Consortium Member List (appears and is applicable to Consortium Edition only)

A list of Consortium members is displayed, with the indication of their options on sharing of detailed statistic information.

(b) Consortium Member (appears and is applicable to Consortium Edition only)

Select either a particular member or all consortium members to be included in the report.

(c) Start Date and End Date

Specify the start date and the end date of the report.

(d) Type

There are five types of report:

* Login
* Search
* Book Browse
* Dictionary Search
* Correlated Word Search

(e) Record

Each type of report offers different kinds of record, details see 6.2.1 - 6.2.5.

(f) Calculation

Each type of report offers different kinds of calculation, details see 6.2.1 - 6.2.5.

6.2.1 Login Report

Login Report provides statistical information on user login to the SKQS Intranet.

(a) Record

* All Logins
* Usage Time Per Day
* Usage Time Per Each User
* Current Login

(b) Calculation

* Total Number Of Logins
* Number Of Logins Per Day
* Usage Time Per Day
* Usage Time Per Login
* Total Usage Time
* Total Number Of Login Failures

6.2.2 Search Report

Search Report provides statistical information on users performing search.

(a) Record

* All Searches
* All Search Records with Matches
* Search Record For Each User

(b) Calculation

* Total Number Of Searches
* Number Of Searches Per Day

6.2.3 Book Browse Report

Book Browse Report provides statistical information on users using Book Browse.

(a) Record

* All Book Browses
* Book Browse Record For Each User

(b) Calculation

* Total Number Of Book Browses
* Number Of Book Browses Per Day

6.2.4 Dictionary Search Report

Dictionary Search Report provides statistical information on users using Dictionary Search.

(a) Record

* All Dictionary Searches
* Dictionary Search Record For Each User

(b) Calculation

* Total Number Of Dictionary Searches
* Number Of Dictionary Searches Per Day

6.2.5 Correlated Word Search Report

Correlated Word Search Report provides statistical information on users using Correlated Word Search.

(a) Record

* All Correlated Word Searches
* Correlated Word Search For Each User

(b) Calculation

* Total Number Of Correlated Word Searches
* Number Of Correlated Word Searches Per Day